



REQUEST FOR ASSISTANCE (RFA) FORM INTAKE INTERVIEW LOG

<u>Date:</u> 4-30-15	<u>Interviewer:</u> MC	RFA #15 – 15
<u>Person(s) Requesting Assistance:</u> [REDACTED]		
<u>Contact Numbers (telephone, e-mail, etc.):</u> [REDACTED]		
<u>Status of Person(s) Interviewed (title, position, student status, etc.):</u> student		
<u>Requested Assistance Pertaining To (name, position, policy, project, etc.):</u> sexual assault		

To the best of your knowledge, please fill out the following:

Interviewee Status: Male Female x Administrator Faculty Staff Student x
Concern Regarding: Male x Female Administrator Faculty Staff Student x

Category: (Please check at least one)

<input type="checkbox"/> Age	<input type="checkbox"/> Color	<input type="checkbox"/> Creed	<input type="checkbox"/> Disability	<input type="checkbox"/> Veteran Status
<input type="checkbox"/> Marital Status	<input type="checkbox"/> National Origin	<input type="checkbox"/> Race	<input type="checkbox"/> Religion	<input type="checkbox"/> Retaliation
x Sex/Gender	<input type="checkbox"/> Sexual Harassment	<input type="checkbox"/> Sexual Orientation	<input type="checkbox"/> Employment	<input type="checkbox"/> Genetic Information
<input type="checkbox"/> Gender Identity or Expression				

Time Line		
Date	Item	Comments
4-30-15	[REDACTED] called and met with MC	[REDACTED] calls the office and asks if she can talk to someone about an incident involving sexual misconduct. MC explains EO protocol to [REDACTED] shares that she was dating [REDACTED] and that he spent the night at her apartment in Birnam Wood. At some point in the night, [REDACTED] awoke to [REDACTED] hands around her neck. Initially, [REDACTED] thought it was a dream so she went back to bed. This occurred on either April 3rd or April 4th. [REDACTED] explains later that a girlfriend of one of her friend's was warned about [REDACTED] being a rapist and involved in other inappropriate sexual acts. [REDACTED] did not disclose her own experience with [REDACTED] but the friend approached [REDACTED] because he was aware that [REDACTED] was talking to [REDACTED]. As time passes, [REDACTED] starts to believe the choking incident wasn't just a dream and she reports the incident to Officer Hali Harkleroad of University Police.

		OUTCOMES:
		<p>█████ discloses that the incident has made her very anxious and stressed. She requests assistance in obtaining a delay for one of her class assignments that is due the next day in her Arabic Modern & Classical Languages Class. Although, █████ says that she feels safe in Birnam Wood, she expresses interest in pursuing a no contact order for █████ because he is also a resident of Birnam Wood. MC suggests that she visit the Office of the Dean of Students and talk to MS about obtaining a no contact order. MC also discusses available resources and reporting options with █████.</p>
5-1-15	SGS contacts Tamer Hussein, Instructor of Arabic Languages Class and Paqui Paredes	SGS explains to Tamer that █████ needs to postpone her class assignment for a later date because she is dealing with an EO related issue that is causing high anxiety and stress. Tamer says that he understands and is willing to work with █████ on completing the assignment at a later date.
5-1-15	MC contacts █████ and lets her know that her class assignment has been postponed	
5-4-15	█████ comes by the office to see if she can obtain documentation to postpone further class assignments (if necessary) because of her anxiety. █████ also shares that she filed a harassment complaint against █████	<p>MC explains that EO lacks the expertise to make long term assessment needs involving mental and emotional health but that he is more than happy to refer or walk █████ to the counseling center and CASAS since these offices have expertise in assessing the emotional needs of students.</p> <p>█████ also shares that she filed a harassment complaint against █████ with University Police. According to █████ wanted to be █████ girlfriend after they spent the night together. █████ indicated she was not interested and requested █████ to stop contacting her but █████ continued to contact her. █████ thought █████ might hurt her if she didn't return his affections so she contacted University Police. MC discussed available resources and reporting options with █████ says that she feels safe after filing the complaint, especially since University Police talked to █████ and █████ agreed not to contact █████ any further.</p>
5-4-15	SGS contacts CASAS on █████ behalf	MC walks █████ to CASAS to talk to Katie Plewa.
5-5-15	MC calls Michael Sledge (MS) about █████	MS informs MC that he has spoken to █████ and that █████ has expressed interest in obtaining a no contact order. █████ is also scheduled to have a follow up meeting with CASAS on May 6 th .
5-8-15	MC calls █████ to check in	MC checks in with █████ to see if she is in need of any assistance. █████ indicates that Katie Plewa from CASAS was able to arrange accommodations with █████ professors. She also shares that Officer Hali Harkleroad contacted █████ but that █████ indicated he was not interested in talking to the officer. █████ also shared that she is scheduled to meet with MS next Tuesday to prepare a personal statement in filing a complaint against █████ MC reiterates that MS

